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FILE

DD/S 72-0327

25 JAN 1972

DME  
File

MEMORANDUM FOR: Director of Communications  
Director of Finance  
Director of Logistics  
Director of Medical Services  
Director of Personnel  
Director of Security  
Director of Training

SUBJECT : SIPS Data Management Center

1. During the next twelve months we are planning to bring significant portions of the SIPS program into operation. As you know, these systems are being designed as integrated systems to minimize duplication of input and file content. Some of the data put into the system by one component will be stored in such a way that it can be used to serve the purposes of other components without losing the integrity or sacrificing the protection of professionally confidential information. The systems will have to be maintained and changes controlled in such a way that satisfying the requirements of one component will not affect adversely elements of the systems serving the needs of other components. To achieve these goals the systems will have to be managed in a Directorate context.

2. Major portions of the systems have been designed to permit instantaneous response and file updating. While these features require the use of a variety of terminals in locations remote from the computer center, locating terminals at the desks of all of the customers of the systems is considered to be impractical in terms of system management and control as well as cost effectiveness and the physical limitations of space and wiring for the communications systems. The Data Management Center concept was developed as the most practical approach to system

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management and customer service. As planned now, there will be one Data Management Center for the Directorate although because of our geography it will be divided among three locations: the Headquarters Building; the Ames Center Building; and the Key Building.

3. The management philosophy and staffing of the DMC will be not unlike that which applies to Support Staffs wherever they may be located. The Chief of the Data Management Center will represent the Directorate interests and be responsive to Directorate level management. The position will be filled by the person best qualified for the job regardless of career service. The three DMC sites will be staffed by representatives of the several Support career services in numbers and concentrations corresponding to the demands served at each location; that is, there may be more Personnel careerists in the Headquarters branch of the DMC than in the Key or Ames locations; more Finance careerists in the Key Building location than in the other two; and more Logistics careerists in the Ames location. Individual careerists will have technical responsibility to their parent components and operational or management responsibility to the DD/S through the Chief of the DMC in much the same way that your careerists now represent you in their assignments outside your immediate Offices. Rotational assignments and career development should be handled in much the same way.

4. Under the new systems some existing functions will be done differently while others may be eliminated and some functions currently performed within your Offices will be more effectively performed within the Data Management Center. Directorate and individual Office best interests will be served by ensuring that people assigned to the DMC are fully capable of satisfying the requirements of their technical responsibility to you for reasonableness, accuracy, completeness and any other standards it may be necessary to impose. While it may appear that such arrangements will cause a sacrifice of your control over information for which you have primary responsibility, I believe it would be more apparent than real.

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5. I know you are as anxious as we to get the new SIPS Systems on the air as quickly as possible. Getting on with the physical and technical DMC installations is as time critical as completion of systems designs and program writing. Your help is essential in all aspects-- requisitions, work orders, design specifications--I know you will continue to give it.

(signed) John W. Coffey

John W. Coffey  
Deputy Director  
for Support

DD/S:JWC:llc (25 January 1972)

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